



**New Jersey Judiciary**  
**Court Review of Request for**  
**Confidential Court Transcripts, Audio, or Video Files**  
(Division of Child Protection and Permanency,  
In-Camera Child(ren) Interview, Juvenile and Sealed Hearings)

**NOTE: Original Written Request Must Be Attached to this Form**

TO JUDGE:

DATE

The Tapes and Transcripts Unit has received a written request to transcribe and / or obtain copies of audio or video files for the matter listed below:

**(Transcript Unit Staff Member to complete lines A through H)**

A. CASE NAME

B. DATE OF PROCEEDING(S)

C. DOCKET NUMBER

D. JUDGE ASSIGNED

E. REQUESTING PARTY

F. REQUESTING PARTY'S RELATIONSHIP TO CASE

G. ATTORNEY (if any)

H. STAFF MEMBER COMPLETING FORM

The undersigned judge has reviewed the attached written request and directs the transcript office to proceed as follows:

☐ Authorize  
(To be released to: \_\_\_\_\_ )

☐ A protective order is attached and must be provided to the requestor.

☐ Do Not Authorize (Reason: \_\_\_\_\_ )

☐ Notify Requestor that a motion must be filed

\_\_\_\_\_  
JUDICIAL SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRINT NAME

Completed and signed form and original letter to be returned to the Tapes and Transcript Unit